



DEPARTMENT OF THE ARMY  
UNITED STATES ARMY GARRISON HEIDELBERG  
UNIT 29237  
APO AE 09102-9237

IMEU-HES-CS

31 January 2006

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Environmental Quality Control Committee (EQCC) Meeting Minutes,  
25 January 2006

1. Mr. Welch, USAG Heidelberg Environmental Division (ED) Chief called the meeting to order at 1330 hrs in the Conference Room of building 110, Patton Barracks. Prior to addressing the first agenda topic, the Committee Chairman, Mr. Tafoya, presented awards to two individuals who had distinguished themselves and their organizations through outstanding efforts to the Environmental Program: Mr. George Quick, Army Field Support Brigade - Europe, was recognized for his accomplishments as the organization's Environmental Compliance Officer (ECO) and Mr. George Spears, Mannheim Hazardous Material Reuse-Center, for his outstanding support to USAG Heidelberg units/organizations.
2. Mr. Tafoya addressed the attendees and reminded of the important aspects of good environmental stewardship, to include the opportunity of saving many tax dollars through energy conservation, material re-use and recycling. He welcomed the high number of attendees, stressed the need for units/organizations to sign up their Environmental Performance Assessment System (EPAS) points of contact (POCs), pointed out the possibility of obtaining recycling containers through the ED for high-visibility areas and reminded all of current hazardous material (HM) and hazardous waste (HW) management requirements.
3. A quick review of the agenda was provided by Mr. Welch, who then introduced the Environmental Management System (EMS) Program Manager, Ms. Diemer. Supported by a number of slides she underlined the need for each member of the community to be aware of the purpose of the EMS, explained what the commanders' responsibilities are as well as those of the ECOs. To raise awareness, she presented each unit/organization representative with laminated copies of the policy statement, provided framed versions for the commanders' offices and handed out uniform binders containing an EMS handbook.
4. Ongoing preparations for Earth Week activities were presented by Ms Hettinger, the Pollution Prevention Program Manager. She provided suggestions for events and activities and again asked the units/organizations for their planned activities. Since only one had been submitted to the ED so far, Mr. Tafoya polled the room. Responses included:
  - a. DDDE: Week long program that includes the commander rewarding environmentally friendly actions of individual soldiers/employees, a heating study designed to find ways to conserve energy, a breakfast and a barbeque; 30th Med Bde: Tree planting and promote recycling in admin areas; AIC Campbell Barracks: Candle light dinner at the three dining facilities as an energy saving events; DCA: Tree planting at all MWR facilities; DPW Sanitation Dept: Tour of host nation water works (for middle or high school students); Various units/organizations: Promote recycling and waste minimization efforts.

b. Mr. Tafoya will attempt to obtain funding for the purchase of award and recognition items. He also suggested that Earth Week would be a good time to recognize many of the "quiet heroes" who contribute favorably our environment without calling their actions to anyone's attention, such as the ladies who tend to the flower boxes at the main gate to Campbell Barracks. Mr. Allen, the installation AIC, will provide their names to the ED. Mr. Tafoya also requested that - funds allowing - banners announcing Earth Day celebrations be installed at the entrance to every installation and that a calendar of events be posted on the garrison's web site.


5. Mr Welch briefed final preparations for the upcoming external EPAS. He explained the assessment procedures, the roles and responsibilities of each participant, explained when and where appointments for site visits will be made. He advised that the inspection teams should be treated courteously, that the CDR and/or ECOs should greet them on site and stated that if at all possible ED staff members will accompany the teams. ECOs should accompany the teams during the entire site visit and be prepared to answer questions. He identified this as an opportunity for each unit/organization to direct the assessment teams' attention to the strengths of their programs. Mr. Welch passed out sign-in sheets so each unit/organization could list the individual(s) that will attend the in- and out-briefings.

6. Mr. Hanson provided an overview of the current status of EPAS preparation in the units/organizations that handle HM/HW. All units/organizations have ECOs appointed in writing, inventories are on hand, facilities have been labeled, plans have been provided, etc. Frequent site visits in the recent past lead him to be confident that the garrison is well prepared for the assessment.

7. In the round of discussion that followed the presentations, committee members asked a number of questions pertaining to the EPAS procedures, the in- and out-briefing attendance requirements and upcoming training opportunities. Mr. Taylor, the USAG Heidelberg DPW Director, stated that during his recent attendance of an IMA-E EPAS briefing he learned that the garrison is expected to do well during the inspections, as a result of the thorough preparations that have been accomplished.

8. Mr. Tafoya closed the meeting by advising everyone to be prepared for the EPAS but to not let it interrupt their regular mission. He thanked the participants for their time and interest, their excellent work and environmental concern.

FOR THE COMMANDER:



Mr. Ernest Tafoya  
Chief of Staff  
U.S. Army Garrison - Heidelberg

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